

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
DECEMBER 11, 2012**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, December 11, 2012, in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Presiding Officer Mayor Terry Seitz called the meeting to order at 8:00 a.m.

ROLL CALL

Clerk-Treasurer Juanita S. Boehm then called the roll:

Mayor Terry Seitz	Present
Board member Timothy Bell	Present
Board member David Prechtel	Present

Also present were Police Chief J. Michael Bennett, Street Commissioner Raymond Eckerle, City Engineer Chad Hurm, Personnel/Safety/Loss Control Director Cale Knies, Fire Chief/Code Enforcement Officer Kenneth Hochgesang, Building Commissioner/Zoning Administrator Darla Blazey, City Attorney Renee Kabrick, and Clerk-Treasurer Juanita Boehm.

Clerk-Treasurer Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. All three board members were present; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Seitz invited all those present to join him in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on November 27, 2012. Thereafter, a **motion** was made by David Prechtel and seconded by Timothy Bell to approve the minutes as presented. Motion carried 3-0.

CLAIMS

Board members reviewed the claims from November 9, 2012 to December 6, 2012. Thereafter, a **motion** was made by Timothy Bell and seconded by David Prechtel to approve the claims as presented. Motion carried 3-0.

JINGLE BELL JOG

Kevin Manley, representing DC Multisport asked permission to use certain streets for an event called Jingle Bell Jog on Saturday, December 22, 2012 beginning at 9:00 a.m. Manley said this is a fun event and there is no entry fee. The route starts at the river walk plaza, then north on Mill Street, west on 13th Street, north on Bartley Street, west on 15th Street, south on Emily Street, east on

13th Street, south on Dorbett Street, east on 9th Street, south on Mill Street, and end at Adventures.

Mayor Seitz asked if crossing US231 twice could pose any problems. Police Chief J. Michael Bennett said they do not need permission from the State to cross US231; they can go through the Jasper Police Department. Manley said they provide people at the intersections. David Prechtel suggested for future routes not crossing US231.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to grant permission for the Jingle Bell Jog to take place on December 22, 2012 provided special consideration is given when crossing US231. Motion carried 3-0.

ENCROACHMENT REQUEST

At the last meeting an encroachment request from Steve and Christy Gorden, 3249 St. Charles Street, was tabled so the board members could view the site.

City Engineer Chad Hurm introduced the Gordens. Hurm showed pictures of the area and said the fence and pool are not on the easement but the landscaping stonewall encroaches into the easement. There is a storm sewer in the easement. Mayor Seitz read a letter submitted by the street department stating they do not recommend the encroachment. Hurm then reviewed the encroachment agreement process.

Mr. Gorden said they are only encroaching on the easement 2-3 feet. Mrs. Gorden showed a drawing of where the drain encroaches and the distance of the encroachment. City Attorney Renee Kabrick clarified that the wall would be considered in its entirety. So, in the event that the City must perform work in that easement and if any part of the wall must be removed or is damaged, the property owners are responsible. This is regardless of whether the part affected is actually in the easement or not. Damage or removal of any part of the wall would be at the owner's expense. The Encroachment Agreement would be drafted with this language.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to grant the encroachment agreement to Steve and Christy Gorden, 3249 St. Charles Street, and acknowledge the street department letter. Motion carried 3-0.

GOOD SAMARITAN A REPLAT OF SUMMIT HEIGHTS ADDITION

City Engineer Chad Hurm presented a subdivision plat known as Good Samaritan A Replat of Summit Heights Addition. The developer replatted the north half of the remainder of the subdivision. Hurm recommended approving the plat on condition the City receives a performance bond and a letter of credit.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to give plat approval for the Northwood Good Samaritan expansion project on

condition the City receives a performance bond and a letter of credit. Motion carried 3-0.

CITY HALL GUTTER QUOTE

City Attorney Renee Kabrick opened a quote to replace the gutters at city hall.

Helming Bros. Inc	30,567.71
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City Engineer Chad Hurm said he sent quote specifications to Schmidt Contracting and Hedinger Roofing but no quote was submitted.

Hurm recommended accepting the quote pending review by him and the city hall maintenance staff.

A **motion** was made by Timothy Bell and seconded by David Prechtel to approve the quote pending further review. Motion carried 3-0.

RENEW PERFORMANCE BONDS

City Engineer Chad Hurm said Robert Durcholz, developer for Wind Song Estates and Brookstone Estates III, wants to renew the performance bonds to December 11, 2013.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to renew the performance bonds for Wind Song Estates and Brookstone Estates III expiring December 11, 2013. Motion carried 3-0.

AERIAL PHOTO

City Engineer Chad Hurm said at the last meeting he was given permission to purchase up to the three-inch resolution of the state aerial photography being done for a price not-to-exceed \$10,000. He said he received a quote for \$22,970. Since the quote is more than \$10,000, he needs to discuss with other departments how to fund the cost of this item.

JUNK ASSETS

Police Chief J. Michael Bennett said at the November 13th meeting he gave the wrong asset numbers on two items he asked to be junked. #100277 Unisys Aquanta DL was reported. The correct item and number is #101537, CPU. Also, #100259 Unisys Aquanta GPS was reported. The correct item and number is #101551, HP server.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to permit the resubmitted assets to be junked. Motion carried 3-0.

GRINDING QUOTES

Street Commissioner Raymond Eckerle said at the last meeting quotes for the grinding of 5360 cubic yards of tree/limb/debris at the resource recovery site plus a per cubic yard price were taken under advisement. The street department

recommends accepting the low quote submitted by Koetter-Smith Inc for \$13,006.70 plus a \$2.00 per cubic yard price for additional debris.

A **motion** was made by David Prechtel and seconded by Timothy Bell to adopt the recommendation of the street department. Motion carried 3-0.

2013 ANNUAL SUPPLY BIDS

The bids for the 2013 supplies were taken under advisement at the last meeting so they could be reviewed.

Item #1 Crushed Stone. Street Commissioner Raymond Eckerle said the City of Jasper complies with INDOT standards and specifications when using aggregate-stone during construction of streets sidewalks and the installation of utilities. INDOT requires that stone is INDOT certified thru CAPP (Certified Aggregate Producers Program). After a consultation with City Attorney Renee Kabrick & City Engineer Chad Hurm about the fact that Indian Creek Quarries is not INDOT certified, it was determined that Indiana Creek Quarries bid does not meet the required standards & specifications set forth by the City of Jasper. The Street Department recommended accepting the bid from Cave Quarries in Jasper.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to accept the bid from Cave Quarries. Motion carried 3-0.

Item #2 Bituminous Material. The Street Department recommended accepting the low bid submitted by J.H. Rudolph & Co.

A **motion** was made by Timothy Bell and seconded by David Prechtel to accept the low bid from J.H. Rudolph & Co. Motion carried 3-0.

Item #3 Bituminous Patching Materials. The Street Department recommended awarding the bid to all three bidders using the lowest bidder first with option to use the other bidders based on location and availability.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to accept the bids from Cave Quarries, J.H. Rudolph & Co. and Gohmann Construction based on location and availability. Motion carried 3-0.

Item #4 Concrete Paving Material. The Street Department recommended accepting the only bid submitted from River Town Construction, LLC.

A **motion** was made by David Prechtel and seconded by Mayor Seitz to accept the only bid submitted by River Town Construction, LLC. Motion carried 3-0.

Item #5 Concrete & Flowable Fill. The Street Department recommended using the two bids submitted by IMI and Central Concrete based on small load charges, fuel surcharges and availability.

A **motion** was made by Timothy Bell and seconded by Mayor Seitz to accept the bids from IMI and Central Concrete based on needs by the Street Department. Motion carried 3-0.

Item #6 Gasoline Regular Unleaded-All Grades. The Street Department recommended accepting the low bid received from Synenergy.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to accept the low bid from Synenergy. Motion carried 3-0.

Item #7 Diesel Fuel Premium Grade, 15ppm Sulfur Fuel. The Street Department recommended accepting the low bid received from Synenergy.

A **motion** was made by David Prechtel and seconded by Timothy Bell to accept the low bid from Synenergy. Motion carried 3-0.

Item #8 Supply 500 gallons or more of all grades of gasoline or diesel. Street Commissioner Raymond Eckerle said Synenergy does not have fuel access located in Jasper. Recommendation was to accept the bid from Ackerman Oil per Police Chief J. Michael Bennett.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to accept the bid from Ackerman Oil based on location in Jasper. Motion carried 3-0.

Item #9 Towing of illegally parked & abandoned vehicles. Recommendation was to accept the no charge bids from all four companies and to be used on a rotating basis per Police Chief J. Michael Bennett.

A **motion** was made by Timothy Bell and seconded by David Prechtel to accept the bids from Ruxer Ford, Uebelhor & Sons, Sternberg Chrysler, and Bob Luegers at no charge to the City and use on a rotating basis. Motion carried 3-0.

Item #10 Sidewalk Replacement Program. City Engineer Chad Hurm recommended accepting the low bid from River Town Construction LLC.

A **motion** was made by David Prechtel and seconded by Mayor Seitz to accept the low bid from River Town Construction LLC. Motion carried 3-0.

DOWNTOWN JASPER MASTER PLAN

Building Commissioner/Zoning Administrator Darla Blazey reviewed the procedure used to date by the interview committee in its search for a firm to develop and implement a downtown Jasper master plan. She informed the board that the interview committee recommends the firm CityVisions. Blazey then introduced Barry Alberts, managing partner with CityVisions. Alberts gave a presentation regarding the work CityVisions performs.

CLOSE ALLEY

Roger Messmer said he received permission to close the alley that runs north and south of 14th and 15th Streets and is west of Newton Street and east of

Park Street in order to repair a sanitary sewer. He said they started the work yesterday.

ADJOURNMENT. There being no further business to come before the board, a **motion** was made by David Prechtel and seconded by Timothy Bell to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 9:33 a.m.

The minutes were hereby approved ____ with X without corrections or clarification this 8th day of January, 2013.

Mayor Terry Seitz
Presiding Officer

Attest:

Juanita S. Boehm, Clerk-Treasurer